



MEETING AGENDA  
Whitewater Grocery Co  
Board of Directors

**When:** March 12, 2019 6:30PM - 8:30PM  
**Where:** Whitewater Innovation Center Room 105, 1221 Innovation Drive, Whitewater WI  
**Invited:** All Owners of the Whitewater Grocery Co. and their elected board

**Mission & Vision:** *Whitewater Grocery Co.'s mission is to support farm to table eating, to be a model of environmental sustainability, to stimulate the local economy, and to create a "third space" for the Whitewater community. To accomplish this mission, we will build a grocery store that sells local and organic foods and is as affordable and accessible as possible.*

**Meeting Intention:** To take action and reach outcomes that moves the cooperative closer to opening a grocery store.

Time	Topic	Board Action or Outcomes	Leader(s)
6:00	Gather, Socialize, Settle In	Enjoy and settle in by 6:30	
6:30	<b>Preliminaries:</b> Call to Order Mission and Intention Guests Personal Check In Agenda Review	Officially start the meeting Shared understanding of our co-op's mission and tonight's purpose Welcome, set expectations for meeting participation, allow for comments Share and listen; make our readiness known Approve the agenda; decide on any changes	Lacey
6:40	<b>Consent Agenda:</b> Approve minutes from February Accept Committee Reports	Accept and enter into record our previous meeting's minutes Acknowledge and accept reports from our hard working committees	Lacey
6:42	<b>Accountability:</b> Check on progress of Action Items	Verify delegation and deadlines of new and outstanding action items	Anne
6:50	<b>Financial Report:</b>		



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	Update on Sources & Uses Discuss placement in agenda Budget	Learn about and discuss financial health of the co-op; 2019 budget Vote to keep report on agenda or move to consent agenda Review budgeting process and timeline for 2019	Jen Lacey Jen
7:00	<b>Committee Updates:</b> Project Management	Approval of Project Management Software and next steps	Greg
7:05	<b>Board Business:</b> Market Study Update Business Plan Update Vision Proposal	Set a meeting for Shared Understanding of new Market Study Record next steps for business plan Approve or table a new Mission Statement	Lacey Lacey Jo
7:20	<b>Board Development:</b> New Meeting Format Up & Coming Learning	Discuss and decide on new agenda, meeting format, and timeline Unpack Up & Coming and share take-aways that pertain to the Board	Lacey All
7:45	<b>Administrative:</b> Lease Review	Review and approve the terms of the new lease for the office space (note \$10 increase)	Lacey
7:55	<b>Self-Assessment:</b> Policy Review Code of Conduct *Announcement of Director Vacancy	Outreach and Ownership Committee Charter (approve if changed) Sign updated code of conduct and disclose any conflicts of interest Accept letter of resignation from Director, Al Stanek, and decide on plan to fill the vacancy	Brienne All Lacey
8:10	<b>Looking Ahead:</b> Review Board Calendar & next meeting(s)	Comment on Board Calendar, recommend changes, review draft agenda for next month; Board is prepared for between meeting work	Anne
8:20	<b>Closing:</b> Review decisions & tasks Adjourn	Discuss and agree on what we accomplished Officially end meeting	Lacey Lacey
8:30	Goodbye and Good Job!		

**DRAFT OF NEXT MONTH'S AGENDA**



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7:00	<b>Committee Updates:</b>		
7:05	<b>Board Business:</b> Business Plan Update	Review and approve final version of current business plan for distribution	Lacey
7:20	<b>Board Development:</b> Education Topic		
7:45	<b>Administrative:</b> Quarterly Review	Review and approve changes to Needs Assessment, Timeline, and Feasibility Dashboard	Anne
7:55	<b>Self-Assessment:</b> Policy Review	Bylaws	Lacey



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